

CLEARFIELD CITY COUNCIL MEETING MINUTES
6:00 P.M. WORK SESSION
May 7, 2019

City Building
55 South State Street
Clearfield City, Utah

PRESIDING:	Mark Shepherd	Mayor
PRESENT:	Kent Bush	Councilmember
	Nike Peterson	Councilmember
	Tim Roper	Councilmember
PRESENT VIA TELEPHONE:	Vern Phipps	Councilmember
EXCUSED:	Karece Thompson	Councilmember
STAFF PRESENT:	JJ Allen	City Manager
	Summer Palmer	Assistant City Manager
	Stuart Williams	City Attorney
	Kelly Bennett	Police Chief
	Scott Hodge	Public Works Director
	Mark Baird	Public Works Deputy Director
	Adam Favero	Utility Superintendent
	Eric Howes	Community Services Director
	Spencer Brimley	Community Development Director
	Brad McIlrath	Senior Planner
	Nick Porter	Planning Intern
	Rich Knapp	Finance Manager
	Trevor Cahoon	Communications Coordinator
	Nancy Dean	City Recorder
	Wendy Page	Deputy Recorder

VISITORS: Olivia Jaramillo

Mayor Shepherd called the meeting to order at 9:15 p.m.

DISCUSSION ON THE AWARD OF BID FOR THE 2019 ROADWAY SURFACE
TREATMENT PROJECT

Mark Baird, Public Works Deputy Director, stated the City solicited bids for the 2019 Roadway Surface Treatment Project. He indicated there were two bids received and staff recommended Morgan Industries be awarded the bid for \$698,961.50. He added it was also recommended the contingency and engineering costs be \$74,038.50 for a total project cost of \$773,000. Mr. Baird pointed out Morgan Industries was not the lowest bid submitted; however, it did meet all of the bid requirements unlike the lowest bidder that had not complied with the requirement to

complete at least 51 percent of the work rather than subcontracting the work out. He reviewed the scope of work with the Council.

DISCUSSION ON THE FISCAL YEAR 2020 BUDGET

JJ Allen, City Manager, stated the Council had held multiple work sessions to review the fiscal year 2020 (FY20) budget. He stated the purpose of the current discussion was to allow time for any additional questions from the Council on the information previously presented. Rich Knapp, Finance Manager, mentioned the City's portion of grant matching funds (\$25,000) for the Active Transportation Plan which had been discussed during the joint meeting with the Planning Commission would be included in the tentative budget. He pointed out the tentative budget would be considered for adoption during the policy session on May 14, 2019.

Councilmember Peterson expressed she shared Councilmember Phipps concern about sustainability due to the continued increases in health insurance costs. She stated this year it would not be a deal breaker because the budget was balanced and still in the black. She expressed her concern continued increases would not be sustainable as the City saw additional growth. There was a discussion on sustainability and the City's efforts to complete a study so the information could be analyzed to help plan for a solution with long-term fiscal sustainability.

Mayor Shepherd agreed fiscal sustainability was a valid concern, but balancing sustainability with employee satisfaction would be important. Mr. Allen pointed out strategy planning was difficult concerning health insurance costs because of the unpredictability. He mentioned year to year the experience ratings fluctuated and, unfortunately, the City had been hit hard over the last couple of years due to uncontrollable health issues. Councilmember Roper expressed his opinion sustainability would be important to prepare for and it was likely the benefit costs might need to shift more towards employees, gradually over time. There was a discussion about the insurance premium costs and methods for cost sharing shifting towards employees, which had been done previously and might need to be evaluated again in future years.

Councilmember Bush said everyone had the same concerns about fiscal sustainability so it would be good to get the study completed and then utilize the information for future planning. Mr. Allen pointed out the fiscal sustainability study would review the City as a whole and health insurance costs were part of the fiscal side of things; however, it would be important to balance fiscal responsibility without ignoring the human resource side of the equation. Mayor Shepherd agreed.

Councilmember Peterson thanked staff for its efforts with budget preparation. She expressed appreciation for the detailed notes that helped to answer many of her questions while also providing transparency.

REVIEW OF "THE FIVE DYSFUNCTIONS OF A TEAM"

It was determined by the Council to table the review of "The Five Dysfunctions of a Team" until a future work session.

Councilmember Bush moved to adjourn at 9:30 p.m., seconded by Councilmember Roper. The motion carried upon the following vote: Voting AYE – Councilmember Bush, Peterson, Phipps, and Roper. Voting NO – None. Councilmember Thompson was not present for the vote.

**APPROVED AND ADOPTED
This 28th day of May, 2019**

/s/Mark R. Shepherd, Mayor

ATTEST:

/s/Nancy R. Dean, City Recorder

I hereby certify that the foregoing represents a true, accurate, and complete record of the Clearfield City Council meeting held Tuesday, May 7, 2019.

/s/Nancy R. Dean, City Recorder